

To: Bluhm, Kate[Bluhm.Kate@epa.gov]; Fritz, Matthew[Fritz.Matthew@epa.gov]
From: Davis, Gail
Sent: Wed 8/12/2015 2:51:39 PM
Subject: RE: Travel Itinerary for MATHEW / JACKLYN K

Am I suppose to be looking for flights for Jackie to come home today from wherever she is?

From: Bluhm, Kate
Sent: Wednesday, August 12, 2015 8:03 AM
To: Mathew, Jacklyn
Cc: Davis, Gail; Willis, Sharnett
Subject: Re: Travel Itinerary for MATHEW / JACKLYN K

The entire town is booked- there was nothing left.

Sorry! And for tonight you have a non smoking room but again we should

be able to fly you home.

Sent from my iPhone

On Aug 12, 2015, at 7:54 AM, Mathew, Jacklyn <Mathew.Jacklyn@epa.gov> wrote:

Got it. Makes complete sense.

I was put in a smoking room. When I called the front desk to get a room change, the woman that worked here said that they are to capacity and there are no other rooms available to switch to. If I have to stay another night can we please look into other options.

Jacklyn Mathew

Advance Specialist

Office of the Administrator

U.S. Environmental Protection Agency

Personal Phone/Ex. 6

Office:202.564.6739

mathew.jacklyn@epa.gov

On Aug 12, 2015, at 5:49 AM, Bluhm, Kate <Bluhm.Kate@epa.gov> wrote:

Removing BCD since they don't need to be included.

Originally when flights were selling out from DC we weren't sure if Chris would be able to make it out so we left your car and hotel open ended in case you needed to book both nights.

In order to get the gov rate and a non smoking room guarantee you would need to check out and check back in.

Now that Chris was able to make it out I think it is safe to say you might be able to come home as early as tonight. We can look at flight options as soon as Gail is in today.

I was told the car reservation can be changed and you have until 6pm EDT today to cancel the hotel so we should be fine.

Sent from my iPhone

On Aug 12, 2015, at 12:38 AM, Mathew, Jacklyn <Mathew.Jacklyn@epa.gov> wrote:

Just read through this and I have a couple of questions.

I see that my rental car is till Friday.

My hotel says that I'm checking in Tuesday and checking out on Wednesday, then checking in on Wednesday and checking out Thursday.

I know it's been crazy hectic at the office but if you get a chance please clarify and I'll make it happen.

Thanks!

Jacklyn Mathew

Advance Specialist

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Office:202.564.6739

mathew.jacklyn@epa.gov

On Aug 11, 2015, at 12:23 PM, "EPA@BCDTRAVEL.COM"
<EPA@BCDTRAVEL.COM> wrote:

TRAVELER NOTICE - Many airlines charge fees for baggage and other services. Amounts vary by airline and are subject to change. Travelers are responsible for verifying all fees charged by individual carriers. **Please visit the operating carrier website of your ticketed itinerary for applicable fees.**

Traveler

MATHEW / JACKLYN K

Nonresponsive Discussion of Personal Matters/Ex. 6

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United Airlines Flight UA745 Economy

Depart:

La Guardia, Terminal B
New York, New York,
United States
03:41 PM Tuesday, August 11 2015

Weather

Arrive:

Denver International
Denver, Colorado, United States

Weather

Nonresponsive Discussion of Personal Matters/Ex. 6

United Airlines Flight UA4920 Economy

Depart:

Denver International
Denver, Colorado, United
States

Weather

06:59 PM Tuesday, August 11 2015

Arrive:

La Plata
Durango, Colorado, United States
08:16 PM Tuesday, August 11 2015

Weather

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Fax:
Check In/Check Out: Tuesday, August 11 2015 - Wednesday, August 12 2015
Status: Confirmed
Number of Persons: 1
Number of Rooms: 1
Number of Nights: 1
Rate per night: USD 141.00 plus tax and any additional fees
Guaranteed: Yes

Nonresponsive Discussion of Personal Matters/Ex. 6

Best Western Durango Inn Suite

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Enterprise Rent A Car
Pick Up:

Durango Airport 1000
Airport Rd Durango
81303-7715, CO, United
States; Tel: +1 (970) 385-
6848
08:16 PM Tuesday, August 11 2015

Drop Off:

Durango Airport 1000 Airport Rd Durango
81303-7715, CO, United States; Tel: +1 (970)
385-6848
06:00 PM Friday, August 14 2015

Nonresponsive Discussion of Personal Matters/Ex. 6

American Airlines Flight AA2133 Economy

Depart:

Ronald Reagan National,
Terminal C
Washington, District of
Columbia, United States
09:00 AM Monday, August 10 2015

Weather

Arrive:

La Guardia, Terminal C
New York, New York, United States

Weather

Duration: 1 hour(s) and 30 minute(s) Non-stop

Nonresponsive Discussion of Personal Matters/Ex. 6

Avis Rent A Car

Pick Up:

Laguardia Airport 25
Bowery Bay Boulevard
Flushing 11371-1000, NY,
United States; Tel: +1
(718) 507-3608; Fax: +1
(718) 507-9872
09:00 AM Tuesday, August 11 2015

Nonresponsive Discussion of Personal Matters/Ex. 6

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
 THE BCD TRAVEL TEAM AT 1-866-964-1346
 FOR OUTSIDE THE US CALL COLLECT 406-496-9577
 FOR THE HEARING IMPAIRED- PLEASE DIAL 711
 TO ACCESS RELAY SERVICE- PROVIDE PHONE
 NUMBER OF 1-866-964-1346 TO ACCESS TRAVEL
 DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
 PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO
 CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
 48 HOURS PRIOR TO SCHEDULED DEPARTURE
 PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
 ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
 THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
 THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
 INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
 CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
 RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

CHECK-IN TIMES ARE 90 MINUTES PRIOR TO DEPARTURE
 FOR DOMESTIC FLIGHTS OR 120 MINUTES FOR INTERNATIONAL
 ELECTRONIC TICKET/S/ WILL BE ISSUED FOR THIS TRIP
 CHECKED BAGGAGE POLICIES VARY BASED ON CARRIER AND FINAL
 TICKET IS NON REFUNDABLE/NON TRANSFERABLE.
 CHANGES SUBJECT TO PENALTIES PLUS FARE INCREASE.
 SOME CARRIERS REQUIRE CANCELLATION PRIOR TO DEPARTURE
 OR YOUR TICKET MAY HAVE NO VALUE. CALL THE TRAVEL OFFICE
 FOR CHANGES OR CANCELLATION OF THIS TRIP
 DESTINATION. FOR THE LATEST INFORMATION PLEASE CHECK

11Aug/01:23PM

| Estimated trip total | | | | 1,112.98 USD |
|----------------------|-----|-------|------|--------------|
| Air | Car | Hotel | Rail | Other |

| | | | | |
|---|------------------------------|--------------------------------------|-------------------------------------|--------------------|
| 420.60 USD | 396.42 USD | 295.96 USD | | |
| Fare details: Not guaranteed until ticketed | | | | |
| Vendor | Fare information | Refund restrictions before departure | Change restrictions after ticketing | Ticket information |
| Air UA745 11Aug UA4920 11Aug | Total: USD 420.60 | REFUND RESTRICTIONS MAY APPLY | CHANGE RESTRICTIONS MAY APPLY | |
| All quotes are provider quotes excluding possible taxes and charges en route. Currency conversions shown in this itinerary receipt are done using the bank rate applicable at the date shown in the header of this document. Please note that some local taxes and charges may be invoiced during your trip and cannot be shown at time of reservation. | | | | |

Advice to Passengers

Transportation of Hazardous Materials

Federal law forbids the carriage of hazardous material aboard the aircraft, in your luggage, or on your person. A violation can result in 5 years imprisonment and penalties of \$250,000 or more (49 U.S.C 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials.

Forbidden Dangerous Items Examples:

Paints, lighter fluid, fireworks, tear gases, oxygen bottles and radiopharmaceuticals. There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage and certain smoking materials carried on your person. For further information, contact your airline representative.

Note: Spare batteries and fuel cells are not permitted in checked or hold baggage. These items **MUST** be packed in carry-on baggage. If your carry-on bag is gate checked, the spare batteries and fuel cells must be removed and carried in the cabin.

Email generated on 11Aug/6:23 PM UTC

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